

## BOARD MEETING DEADLINES

These apply to applications for a license to practice Medicine & Surgery, Osteopathic Medicine & Surgery, Locum Tenens and Temporary Educational Permits.

The following deadlines are for receipt of licensure applications and supporting documents for applications required to be reviewed by the Board of Medicine and Surgery. Some applications will require review by the Board of Medicine and Surgery at their regular meeting. These deadlines will apply if the Department determines that your application will need Board review. Meeting the application and document deadlines does not guarantee that your application will be reviewed at the meeting date listed. The complexity of each application and the volume of applications received will influence the meeting date on which your application will be considered. We do ask that you please submit your application according to this schedule, assuming that your application will be reviewed by the Board. If your application does not need Board review, you will receive a license document in the mail.

APPLICATION DEADLINES	DOCUMENT DEADLINE	MEETING DATE
December 13, 2012	January 3, 2013	January 25, 2013
February 1, 2013	February 21, 2013	March 15, 2013
March, 29, 2013	April 18, 2013	May 10, 2013
May 9, 2013	May 30, 2013	June 21, 2013
July 18, 2013	August 8, 2013	August 30, 2013
September 5, 2013	September 26, 2013	October 18, 2013
October 31, 2013	November 20, 2013	December 13, 2013
December 12, 2013	January 2, 2014	January 24, 2014

**Application deadline:** *The completed application form and check/money order must be received in the Licensure Unit office by this date. If you choose to mail your application Express or Overnight Delivery, please note that the delivery/signed for date may not reflect receipt of your application in our office. All mail is initially processed through a central mail room.*

**Documents deadline:** All supporting documents and additional information that our office requests must be received in our office by this date. Late submissions will cause your application to be reviewed at a subsequent meeting date.